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DIRECTORATE OF OPERATIONS SUPPORT OFFICERS' MEETING

27 March 1974

25X1C	1. Cover Matters. CCS has asked that we remind Support officers of the need for prompt coordination with CCS on all administrative matters affecting personnel under cover.

2. <u>Visitor and Employee Access to Building.</u> established new rules governing access to Headquarters Building by visitors or by employees who have forgotten their badges. As an addendum to the Notice, we have been informed that the Office of Security will make arrangements to keep the Main Entrance Receptionist office open after regular hours for special events such as emergency meetings, retirement receptions, etc.